AN AASIS TRAINING GUIDE

ZPAYXERR

BEST IF PRINTED IN SLIDE VIEW

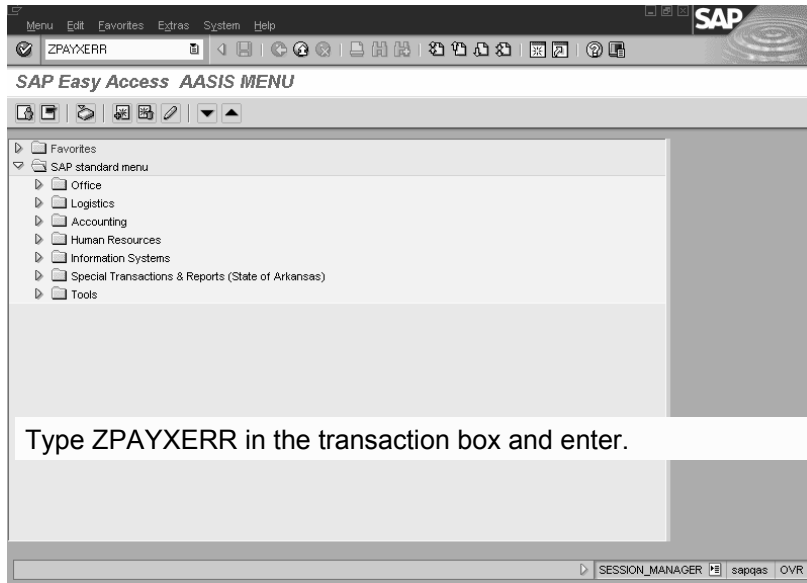AASIS Support Center
June, 2002

The purpose of this report is to see what payroll cash transfers were not completed.

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ZPAYXERR

- Payroll is funded by each Agency from cash transferred to a central Payroll Paying Fund in agency 610 (Department of Finance and Administration).

- A cash transfer program is run for each payroll to pay the Payroll Paying Fund from agency funds.

- When funds are not available in the agency fund to pay the Payroll Paying Fund, an error occurs.

- By running the ZPAYXERR, agencies will be able to see which transfers were not able to be completed.

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SAP Easy Access AASIS MENU

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  ▷ 🗀 Tools

Type ZPAYXERR in the transaction box and enter.

SESSION_MANAGER   sapqas   OVR

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BDC: Log file Budget Errors

Session Status			
Session name		to	
Created on		to	
Business Area		to	
Fund		to	

All selections are optional. The Session name is FIGLCASH followed by the payroll run number. A Created on date selection can be made if known. Business area can be selected for an agency, and the Fund code can be selected if desired.

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BDC: Log file Budget Errors

Session Status
Session name		to	
Created on		to	
Business Area		to	
Fund		to	

Recommended Selections: To see all of the transfers that haven't cleared for an agency, type in that business area in the selection bar. Department of Finance and Administration can run this for all agencies by leaving the business area field blank. The more fields left blank, the more information you will retrieve.

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Program   Edit   Goto   System   Help

BDC: Log file Budget Errors

Session Status
Session name		to	
Created on		to	
Business Area		to	
Fund		to	

When the desired selections have been made, execute the report.

ZPAYXERR   sapqas   OVR

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BDC Session - Payroll Errors

BDC Session - Payroll Errors

Session	Date	Business Area	Fund	Posting Key	∑ Doc. Amount
FIGLCASH1070	11/19/2001	0645	BAA0100	40	86.31
			FHD0900		1,346.89
			FHD9300		1,601.50
			PAYROLL		19,516.95
FIGLCASH1106	11/26/2001		FHDV200		1,028.75
			PAYROLL		2.90
FIGLCASH1119	11/29/2001		FHD0600		26,875.59
			FHD0700		9,836.00
			FHD0900		36,400.07
			FHD1100		6,963.22
			FHD1300		23,520.87
			FHD1500		70,628.92
			FHD1700		292,232.49
			FHD2100		26,680.27
			FHD2300		812,490.99
			FHD2400		5,972.37
			FHD2800		19,682.33

The report appears by session, date, business area, fund, posting key, and document amount.

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BDC Session - Payroll Errors

BDC Session - Payroll Errors

Session	Date	Business Area	Fund	Posting Key	Σ Doc. Amount
FIGLCASHT918	10/04/2001	0710	1040100	40	297.53
FIGLCASH1032	11/14/2001	06			
FIGLCASH1034	11/14/2001	06			
FIGLCASH1037	11/14/2001	06			
FIGLCASH1051	11/14/2001	06			
FIGLCASH1061	11/19/2001	06			
FIGLCASH1062	11/19/2001	06			
FIGLCASH1068	11/19/2001	06			
FIGLCASH1070	11/19/2001	06			
FIGLCASHT593	08/09/2001	06			
FIGLCASHT593	08/09/2001	06			
FIGLCASHT593	08/09/2001	06			
FIGLCASHT734	08/25/2001	06			
FIGLCASHT734	08/25/2001	06			
FIGLCASHT778	09/05/2001	06			
FIGLCASHT779	09/05/2001	06			
FIGLCASHT781	09/05/2001	06			

Filter criteria

Select.

Business Area   0645   to

This report was run with no selections, so it pulled up all business areas and all funds. To filter the report for one business area, highlight the business area column and click the filter icon.

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BDC Session - Payroll Errors

BDC Session - Payroll Errors

Session	Date	Business Area	Fund	Posting Key	Σ Doc. Amount
FIGLCASHT918	10/04/2001	0710	1040100	40	297.53
FIGLCASH1032	11/14/2001	0(			
FIGLCASH1034	11/14/2001	0(			
FIGLCASH1037	11/14/2001	0(			
FIGLCASH1051	11/14/2001	0(			
FIGLCASH1061	11/19/2001	0(			
FIGLCASH1062	11/19/2001	0(			
FIGLCASH1068	11/19/2001	0(			
FIGLCASH1070	11/19/2001	0(			
FIGLCASHT593	08/09/2001	0(			
FIGLCASHT593	08/09/2001	0(			
FIGLCASHT593	08/09/2001	0(			
FIGLCASHT734	08/25/2001	0(			
FIGLCASHT734	08/25/2001	0(			
FIGLCASHT778	09/05/2001	0(			
FIGLCASHT779	09/05/2001	0(			
FIGLCASHT781	09/05/2001	0(			

Filter criteria

Select.

Business Area   0645   to

When the box pops up, type in the business area desired and click the green check.

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BDC Session - Payroll Errors

BDC Session - Payroll Errors

Session	Date	Business Area	Fund	Posting Key	Σ Doc. Amount
FIGLCASH1032	11/14/2001	0645	BAA0100	40	52,080.69
	11/14/2001	0645	FHD0600	40	196,270.23
	11/14/2001	0645	FHD0900	40	16,592.00
	11/14/2001	0645	FHD1200	40	1,200.00
	11/14/2001	0645	FHD1200	40	1,200.00
	11/14/2001	0645	FHD1300	40	19,289.79
	11/14/2001	0645	FHD1300	40	19,289.79
	11/14/2001	0645	FHD1500	40	54,632.89
	11/14/2001	0645	FHD1500	40	54,632.89
	11/14/2001	0645	FHD1500	40	54,632.89
	11/14/2001	0645	FHD1500	40	54,632.89
	11/14/2001	0645	FHD1500	40	54,632.89
	11/14/2001	0645	FHD1500	40	54,632.89
	11/14/2001	0645	FHD1500	40	54,632.89
	11/14/2001	0645	FHD1500	40	54,632.89
	11/14/2001	0645	FHD1500	40	54,632.89
	11/14/2001	0645	FHD1500	40	54,632.89

The report is filtered for the business area selected. To sort by fund, highlight
the fund column and click the sort ascending icon

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SAP

List Edit Goto Settings System Help

BDC Session - Payroll Errors

Choose   Save   Print preview

BDC Session - Payroll Errors

Session	Date	Business Area	Fund	Posting Key	Σ Doc. Amount
FIGLCASH1032	11/14/2001	0645	BAA0100	40	52,080.69
FIGLCASH1034	11/14/2001	0645		40	17,264.70
FIGLCASH1037	11/14/2001	0645		40	27,238.24
FIGLCASH1051	11/14/2001	0645		40	17,185.32
FIGLCASH1061	11/19/2001	0645		40	1,828.89
FIGLCASH1062	11/19/2001	0645		40	4,394.62
FIGLCASH1068	11/19/2001	0645		40	7,127.93
FIGLCASH1070	11/19/2001	0645		40	86.31
FIGLCASHT593	08/09/2001	0645		40	72,851.79
FIGLCASHT593	08/09/2001	0645		40	72,851.79
FIGLCASHT593	08/09/2001	0645		40	72,851.79
FIGLCASHT734	08/25/2001	0645		40	17,268.27
FIGLCASHT734	08/25/2001	0645		40	17,268.27
FIGLCASHT778	09/05/2001	0645		40	52,979.59
FIGLCASHT779	09/05/2001	0645		40	42,010.26
FIGLCASHT781	09/05/2001	0645		40	14,260.51
FIGLCASHT807	09/14/2001	0645		40	3,652.21

The report is filtered for the business area selected and sorted by fund. To subtotal by fund, highlight the fund column and click the subtotal icon.

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BDC Session - Payroll Errors

List   Edit   Goto   Settings   System   Help

BDC Session - Payroll Errors

Session	Date	Business Area	Fund	Posting Key	Σ Doc. Amount
FIGLCASHT967	10/26/2001	0645	BAA0100	40	632.82
			BAA0100		552,306.71
FIGLCASHT807	09/14/2001	0645	BAA3000	40	3,139.92
FIGLCASHT807	09/14/2001	0645		40	3,139.92
FIGLCASHT807	09/14/2001	0645		40	3,139.92
FIGLCASHT807	09/14/2001	0645		40	3,139.92
			BAA3000		12,559.68
FIGLCASHT807	09/14/2001	0645	BAA3800	40	44.81
FIGLCASHT807	09/14/2001	0645		40	44.81
			BAA3800		89.62
FIGLCASHT670	08/23/2001	0645	FHD0200	40	158,335.25
FIGLCASHT670	08/23/2001	0645		40	158,335.25
FIGLCASHT778	09/05/2001	0645		40	384,661.09
FIGLCASHT779	09/05/2001	0645		40	145,732.70
FIGLCASHT779	09/05/2001	0645		40	145,732.70
FIGLCASHT838	09/19/2001	0645		40	389,671.54
			FHD0200		1,382.46

The report is filtered by business area, sorted and subtotaled by fund. The agency now knows which funds were not able to have payroll transfers completed.

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What ZPAYXERR tells you

- Lists the automated (batch) payroll cash transfers that have failed.

- It is most accurate for the current payroll period, but can be run for prior periods as well.

ZPAYXERR Point of View

- ZPAYXERR looks at amounts owed from the Payroll Fund point of view

- A positive amount is a receivable for the payroll fund (a payable for the agency).

- A negative amount is a payable for the payroll fund (a receivable for the agency).

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Missing Fund Error

- The fund will be missing on the automated transfer entry if the fund is determined by a WBS element.

- These amounts will be picked up on the ZPAYXERR as an error, even though there may be enough funds for the transfer.

- Users will be able to tell this is the case if the fund is listed on ZPAYXERR as "Payroll".

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What ZPAYXERR doesn't tell you

- Does not determine the amount of money that the agency owes the payroll fund because manual transfers and other entries are not considered.

- Agencies should continue to use the GD13 or Trial Balance to determine the amount owed to the payroll fund.

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